

## 2023.03.07 -- March Clay Fest Steering Committee Meeting Minutes

Attendees: Chairs: Beth Johnson, Chris Polich, Faith Rahill, Frank Gosar, Gwen Childs, Jon King, Karen Washburn, Laura Wikane, Merry Newcomer, Nicole Hummel, Robin Russell, Sandy Segna, Tea Duong, Ted Ernst, Ziggy Blum, Tracie Manso  
Trainees: Lee Dwyer, Faye Cates

Laura Wikane presided, minutes taken by Karen Washburn

Meeting called to order at 6:30 pm

Frank moved to approve the minutes of the February 2, 2023, meeting. Beth seconded; minutes approved.

**Pipe and Drape:** Discussion continued from February meeting; should all booths have pipe and drape, the cost to be included in the booth fee (unchanged from last year) with a choice of white or black?

Beth moved to approve those conditions, Sandy seconded; motion passed.

**Show Application:** This year we will continue to offer both online and paper applications, and plan to switch to all-online applications next year, if possible. The application comes out in early April.

**Committee/workshift changes:** We will add bookkeeping to the committee/workshift assignments, as we are adding a Bookkeeping Chair.

**Potters' payments:** Participants will receive invoices for booth fees after booth pick. They will have 2 weeks to send payments to the Treasurer.

**Website:** Our website is clayfestonline.com All of our previous sites are now inactive.

The website will not contain a list of all Local Members; members who want to be in the Local Clay gallery may choose to appear there, along with their website or contact info.

**Show layout:** To address the drawbacks of the previous shows' Sales Tags/Cash/Bookkeeping area, discussed at the February meeting, Laura proposed moving Sales Tags/Cash/Bookkeeping to the northwest corner of the building (where Kids' Clay has been). The entire area will be draped.

Nicole moved to approve the proposed change, Frank seconded; motion passed.

**Kids' Clay:** Kids' Clay will need to move to another location. We discussed whether to keep Kids' Clay as it has usually been run, with shift workers overseeing kids working with clay; or to provide grab-and-go kits as we did last year (due to non-central sales and covid).

Nicole moved to keep Kids' Clay as usual. Beth seconded; motion passed.

**Gallery Storage:** The gallery storage/gallery clerical area could move to one of the remaining "dead corners" from its usual location beside Booth 10 to either the southwest corner beside Booth 8 or the northeast corner where Booths 21 and 22 are. Access to the Booth 20-21 "dead corner" could be provided by creating a gap where the booths meet. The gap would be draped to shield the area.

We decided to move Gallery Storage to the space behind Booths 21 and 22.

**Graphics:** Frank needs photos for the bookmarks, which come out early (late April), and the posters, which come out later in the year. Please send him photos if you have, or can get them, as soon as possible.

Nicole moved to adjourn. Tracie seconded; meeting adjourned at 7:40 pm.

Next meeting: June 6, 2023, at the McNail-Riley House  
Agenda: refining show plans; Booth Pick Meeting